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6 IN THE SUPERIOR COURT OF THE STATE OF WASHINGTON  
7 IN AND FOR THE COUNTY OF KING

8 NO. [ ] SEA  
[ ] KNT

9 vs. Plaintiff/Petitioner,  
10 Defendant/Respondent.  
11

ORDER ALLOWING REMOVAL OF  
NON-CONFIDENTIAL COURT FILES  
CLERK'S ACTION REQUIRED  
(ORARC)

12 I. BASIS

- 13 1.1 The person or agency listed below has justified to the court a need to access the above captioned  
14 court file.

15 II. ORDER

- 16 2.1 The person or agency listed below is hereby authorized one-time access to the above captioned  
17 court file.

- 18 2.2 The person or agency is authorized to remove the court file from the office of the Superior Court  
19 Clerk.

20 Destination \_\_\_\_\_ Not to exceed \_\_\_\_\_ day(s).

**IMPORTANT: The file must be returned promptly, no later than the due date!**

DUE DATE: \_\_\_\_\_

- 21 2.3 The person or agency [ ] is [ ] is not authorized to make photo copies of the contents of the court  
22 exhibit(s). The file shall be returned to the Clerk in the same condition as when checked out.

23 **IMPORTANT: The documents within the file shall not be altered in any manner  
24 whatsoever. Documents may not be removed from the file, staples may not be removed,  
25 and no alteration may be made of any document.**

1 Violation of any of the above provisions could result in contempt of court proceedings.

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3 "I, the undersigned, take full responsibility for the integrity of the court file entrusted to me. I will abide by  
4 the above stated restrictions and will return the file to the Clerk as soon as possible, no later than the due  
5 date."

6  
7 Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

8 Address: \_\_\_\_\_

9 DATED: \_\_\_\_\_

J U D G E

10 Presented By:

11 \_\_\_\_\_  
12 (If attorney, WSBA#)